Capstone Poster Session
Fall 2010
Friday 3 December 2010
2pm-4pm
1616 Guadalupe Street, 1st floor
A core team of longtime employees who know their own positions inside and out, the vastness of repository holdings (which are continually augmented, moved and made available for access in new ways), and the presence of a transient student labor pool combine to create an organizational environment at the Briscoe Center for American History in which a great deal of institutional knowledge is informally understood and passed down, but is not yet documented. My project was to create a staff wiki for reference services at the Center that would begin to capture these undocumented bits of unique information, store solutions and work processes for reference questions to prevent future duplication of effort, and offer a searchable public service procedure and policy manual. I began by gathering user needs and wants for the wiki at focus group sessions with staff. Next, I developed an organizational structure for content and wrote a how-to guide for using the selected wiki software solution. I then conducted research at the Center and interviewed unit heads to gather information that would address the issues raised at the focus group sessions. I wrote up this information as starter content for the wiki, which I will open for staff use at introductory training sessions.

The majority of the films held by the Texas Archive of the Moving Image (TAMI) are home movies. The footage in these home movies range from kids birthday parties to African safaris. A significant number of these home movies represent footage from family vacations around the U.S. and abroad. My capstone project focused on creating a curated digital collection of home movies of Texas families traveling to the western United States. The project required a broad survey of TAMI’s digitized travel film collection and a narrowing down of these films into categories based on travel destination. The films chosen for this collection were chosen for their adequate production quality and their camera-focus on the destination and the family’s interaction with the destination. Films not already catalogued in TAMI’s database were catalogued and described and all of the films were given time-coded indexes using GLIFOS software. In order to connect the collection to a broader historical and cultural context, I performed research on and wrote about the history of American amateur filmmaking and travel in relation to the films chosen. The final digital collection allows visitors to TAMI’s website to experience a digital road trip, following family vacation films from a Big Bend in west Texas to Disneyland and Knott’s Berry Farm in California.
Karen Ballinger  
*Assessing Born-Digital Collections*

National Anthropological Archives, Smithsonian Institution  
Faculty Supervisor: Patricia Galloway  
Field Supervisor: Stephanie Christensen

The National Anthropological Archives (NAA) has been acquiring born-digital media with their paper collections for decades. The NAA wanted an assessment of their current born-digital collections as well as procedures for processing existing and future born-digital materials during the summer of 2010. I began by inventorying the physical materials, verifying existing documentation, discovering new born-digital items, photographing media, and rehousing items for long-term storage. I worked with the equipment available in the NAA Digital Imaging Lab, including a Dell OptiPlex XM 590 computer running Microsoft Windows 95 with a 5.25 inch floppy disk drive. I installed a Linux emulation environment and digital forensic tools based on the recommendations in the reports from the class “Problems in Permanent Retention of Electronic Records.” I developed procedures for capturing disk images of 5.25 inch and 3.50 inch floppies, optical discs, zip disks, USB drives, and external hard drives to ensure an archival copy is preserved at the archives. I also created working copies of these media that the NAA can use for future file level processing. I documented my work processes and issues in the hopes the NAA can continue born-digital processing in the future.

Trina Bolfing  
*Library Instruction for Job Seekers & Beginner Computer Users*

Austin Public Library – Faulk Central Library  
Faculty Supervisor: Lorie Roy  
Field Supervisor: Bonnie Brzozowski

Austin Public Library (APL) strives to reach out to the Austin community in many ways, one of which is Library Instruction to adult users. Today’s economy and job-market mean that many adults have found themselves as job-seekers after years of steady employment during which time the job-seeking process fundamentally changed because of increasing dependency on computers and the Internet. Without experience using a computer during the job-search process, this group of people is severely disadvantaged, so APL serves their needs with computer courses and workshops that teach basic technology skills in the context of job-seeking. Because most librarians are only able to teach during regular business hours, however, many users are unable to take advantage of the courses. As a volunteer, I was able to extend the course and workshop offering by working in the computer lab evenings and weekends thereby answering a demand for these extended times without an increased financial burden upon APL. My workshops were an unstructured career-search lab for general questions and a resume and cover letter class to help develop familiarity with Microsoft Word. I also developed two handouts focusing on resumes and cover letters to complement and support instruction.
Kelli Hansen  
*Archival Processing and Digital Exhibit of the Walter Eugene George Collection*  
Alexander Architectural Archive  
Faculty Supervisor: David B. Gracy II  
Field Supervisors: Beth Dodd and Donna Coates

Walter Eugene George, a former faculty member at the University of Texas School of Architecture, recently donated his professional papers and photographs to the Alexander Architectural Archive. George has been a prominent figure in historic preservation in Texas, and his papers provide a broad range of information on this topic, including nine linear feet of reference and research files, 6,000 photographs, and 12,000 color slides of buildings and historic preservation work in progress. After creating an EAD finding aid for the Walter Eugene George Collection in TARO, I interviewed Mr. George in person to learn more about his background and the context in which his papers were created and used. At the same time, I selected and digitized around 150 items that illustrate George's life and career and used them to construct a digital exhibit. Working with programmers in the UT Libraries' TIS unit, I developed template pages and laid out workflows that will allow staff and students at the Alexander Architectural Archive to use the Libraries' content management system to create digital exhibits in the future.

Elizabeth Hilkin  
*Truth, Justice, and the Archiving Way: Processing Judge William Wayne Justice’s Papers*  
Tarlton Law Library, The University of Texas at Austin  
Faculty Supervisor: Mary-Lynn Rice Lively  
Field Supervisor: Jane O’Connell

William Wayne Justice served as United States District Judge for the Eastern District of Texas from his appointment in 1968 until his death in 2009. The William Wayne Justice Papers, obtained by the Tarlton Law Library in 2010, consists of over 91 linear feet of legal materials, correspondence, and publications. Notable items in the collection include correspondence between Judge Justice and Senator Ralph Yarborough, filings and correspondence from cases such as Ruiz v. Estelle and Young v. Cisneros, and letters from Judge Justice to his father while the younger Justice was an undergraduate and law student at the University of Texas. The collection also includes photographs, multimedia items, and other artifacts. As project archivist, my final goal was a processed collection accessible to researchers. Working from a processing plan created by the Assistant Archivist, I foldered and boxed materials for long-term archival storage, organized material by series and sub-series, and created a folder-level EAD finding aid to be available on Texas Archival Resources Online (TARO).
Vivi Hoang

Program Development and Volunteer Recruitment

Cedar Park Public Library
Faculty Supervisor: Loriene Roy
Field Supervisor: Julia Mitschke

The underlying goal of this two-part project aimed at helping Cedar Park Public Library (CPPL) offer additional services in the form of computer classes and programming. I sought to recruit volunteer instructors to teach the classes as well as plan and implement three programs during the course of the semester. I reviewed the library’s past curriculum and developed a job description for the volunteer instructors. This opportunity, along with a volunteer application, was then shared with area organizations such as community groups and colleges as well as advertised within the library. In regards to adult programming, I organized a teen/adult story time of scary stories at Halloween, an all-day National Novel Writing Month program and a charity knitting event. I marketed the programs by posting flyers within the library, submitting event information to local media as well as the city calendar and contacting specific North Austin groups that might be interested. Ultimately, I will submit to CPPL documentation of my efforts and contacts for use in future recruitment and programming efforts.

Tracy Reindel

User Experience and User-Centered Design Advocacy in a Corporate Business Analysis Organization

National Instruments
Faculty Supervisor: Randolph Bias
Field Supervisor: Ross Binkley

When non-useful and/or non-usable products (i.e., web applications, websites, systems, software, etc.) are developed, the root cause is often a lack of end-user involvement during the product development cycle. Considerable company resources (time, money, and otherwise) are spent re-working products because they fail to meet user needs or expectations in some way. Taking a more user-centered approach to product development can result not only in a better understanding of end-users, but also in projects being completed more swiftly and accurately. This can save a company time and money, and can result in more useful, usable products that better align with end-user needs and expectations. The objective of my Capstone project was to evangelize and sell the value of user experience and user-centered design (UCD) within a team of business analysts (BAs) at National Instruments. After completing an in-depth review of relevant literature from thought leaders in the areas of user experience, UCD, and usability, I taught several training sessions on relevant UCD-related topics, and served as a UCD “consultant” on several projects. As a result of my efforts, the BAs now have a better understanding of user experience and UCD, and are armed with the knowledge needed to incorporate UCD into their projects.
April Palmore Sullivan

*Exposing Hidden Collections: Creating a Guide for Donors*

Dolph Briscoe Center for American History
Faculty Supervisor: David B. Gracy, II
Field Supervisor: Stephanie B. Malmros

The Dolph Briscoe Center for American History (BCAH) is currently working on a National Historical Publications and Records Commission (NHPRC) funded grant project aimed at increasing visibility of their “hidden collections.” One component of the grant is the creation of a guide intended to help donors assist the BCAH with efforts to continue shrinking, rather than growing, their current backlog. Major elements of this guide are to include information about the types of items the BCAH will accept and guidelines for how to best prepare those materials for transfer to the archives. My capstone project at the BCAH has been the creation of a guide for donors that completes this component of the NHPRC grant and serves to educate potential donors about the uses and contributions of archives to society. In the early stages of the project, I extensively researched examples of donor guides at various archives and historical societies, I surveyed the literature for best practices, and I conversed with the BCAH staff in person and electronically to learn about specific accessioning and descriptive processes and about some of the issues and challenges encountered with incoming collections. The latter portion of the project involved the writing and construction of the guide for donors and the design and creation of donation forms.

Kimberly Whitmer

*Zombies vs. Unicorns: Programming a Teen Event*

Texas Book Festival
Faculty Supervisor: Barbara Immroth
Field Supervisor: Clay Smith

I served as event coordinator for the Texas Book Festival and wrote a program for a teen event centered around the young adult anthology, *Zombies vs. Unicorns*, edited by Holly Black and Justine Larbalestier. The event featured 16 young adult authors who were each given the chance to discuss their books, answer audience questions, and make a case for either Team Zombie or Team Unicorn. I wrote and revised the program, coordinating with Austin Bat Cave, my field supervisor, and the event’s emcee (APL Youth Librarian Kathleen Houlihan). I served as a liaison between the Festival, Barnes & Noble booksellers and the Austin Art and Music Partnership, the event venue. I created props, a stage layout, lighting, and seating arrangements to create a fitting atmosphere for the event, attended by approximately 200 people of all ages (with Team Unicorn emerging victorious). I wrote blurbs for books featured at the Festival, coordinated authors’ and publicists’ schedules, updated website content, and coordinated a separate event for the childrens’ authors. Coordinating the teen event gave me valuable experience in programming for teens and youth.
Since technology changes at lightning speed, it can be difficult to determine which technologies will be the next big thing, and which are not worth investing in. My poster outlines the process of implementing the use of Quick Response (QR) codes in a large, academic library system in order to provide point-of-need information for patrons through their mobile devices. QR codes are two-dimensional barcodes that can be scanned and read by smartphones and other mobile devices. They can be encoded with information including URLs, text, and contact information, and serve as a way to connect the physical and digital worlds. In order to expedite the introduction of QR codes within the UT Libraries, I wrote a marketing plan for using the codes that outlines ways to introduce the technology to both patrons and librarians. I created a webpage for the Libraries staff site that will serve as a “one-stop-shop” for colleagues to visit for information on possible uses, techniques, and tips for using QR codes in library projects. Finally, I will lead a staff instruction session to introduce the technology, demonstrate examples of projects utilizing the codes, and discuss ideas for further use.

The Interstate Poster Collection resides within the Film Collection at the Harry Ransom Center at The University of Texas - Austin. The collection consists of over 3,000 posters, and many have been digitized. The institution stores the images and poster metadata in a database for in-house use. For my project, I developed a database and web application that links specific film and poster metadata to the digital images of individual posters, so users can visually browse and search the collection. The application is an interactive user experience that provides multiple access points to the collection. The project was completed in four stages. First, using an existing wireframe and available information for each poster in the Harry Ransom Center’s database as well as external sources, I mapped the significant data into a entity-relationship diagram. Second, I developed a relational database with a table structure that integrates individual posters, their images, and descriptive metadata. Third, I cataloged a small sample of the collection and populated the database. Fourth, I used MySQL and PHP to create a web application that allows users to visually browse and search the collection.